HOW TO ORDER REPAIR PARTS

Repair Parts may be ordered from your nearest Wards Retail Store, Mail Order House or Catalog Store. To have your order filled promptly and correctly, please furnish the following information:

1. **Model and Serial Number.** Give all the information which appears on the name plate. The name plate is in the lower left corner of the sewing machine head bed plate.

2. **Part Number and Name of Part** (or complete description of part wanted).

You pay charges from shipping point. Shipping charges are based on size and total weight of order. Use any one of the following shipping methods:

PARCEL POST . . . limit 70 lbs. with certain restrictions at First Class Post Offices. Add postage to remittance.

EXPRESS . . . **fastest** for unmailable or bulky items.

FREIGHT . . . **cheapest** for unmailable or bulky items.

When goods arrive by express or freight, pay station agent. If there is no agent, add estimated shipping charges to remittance. See Wards latest General Catalog for estimated shipping charges. **In all cases, any excess will be refunded.**

HOW TO OBTAIN SERVICE

If the operation is not satisfactory and you can find nothing in this literature which covers the possible cause of failure, we suggest that you follow this procedure to obtain service.

Write or contact your nearest Wards Retail Store, Mail Order House or Catalog Store and request service if you live within the normal trading area of the Branch (usually 25 miles). Otherwise, write or contact the nearest Wards Branch for service information. Provide the following:

1. Model, serial number and all other data shown on the name plate.
2. The date and the Wards Branch from which you purchased your sewing machine.
3. State briefly the trouble you are having.

NORMAL RESPONSIBILITY OF THE USER

The following items are not manufacturing defects and damage due to such causes are accordingly not included in the Warranty but are the responsibility of the User:

1. Accidental damage to head or cabinet.
2. Damage due to tampering with adjustments.
3. Failure to clean machine after using.
4. Failure to use an approved sewing machine oil.
5. Replacement of light bulb in models so equipped.
6. Operation of machine without cloth beneath presser foot.
7. Use of inferior, bent or blunt needles.
8. Blown fuses on house wiring circuit.
9. Damage to motor due to incorrect power supply.

Service calls, other than those which are Wards responsibility under the Warranty, will be made at the expense of the User.

Only Those Authorized to Sell or Service Ward Sewing Machines May Fulfill the Terms of the Warranty.